

What: **EIMS Birds of a Feather Notes**
Hosts: Peter Coleman, Pearson Educational Measurement and Windwalker
Where: Advanced Technology Center, Virginia Beach
When: 3/13/05
Attendees: 50+ representing 30 school divisions

There will be new reports to help clean up the data – Transfer (June) and Alert Report (July).

Procedures to merge students and split students was examined. See Resources in VA EIMS web site: <http://www.pen.k12.va.us/VDOE/Technology/EIMS/>

New File Management Reports presentation is a prototype of a new reports to provide more status of your data file upload. Includes:

1. File Management Report – Can create a DSS report to be exported into Excel.
 - Division Code, Division Name, File Name, File Type (Spring, Fall, or EOY)
 - File Status – Files current status.
 - Date File was Submitted
 - Date of Last Status Change
2. Division Participation Report - sees the current state and status of your division
3. EIMS Performance Report --- great way to measure both the conduct of EIMS and the division action over a period of time. (January processing)
4. File History Report – narrows things down a little further. This is the way to identify where the bottle-necks are: Pearson, District, EIMS.

There is a definite relationship between the date of full file upload to EIMS and the testing windows.

The data disaggregator will then be integrated in the Fall, 2005. Students will now be linked to their test scores for longitudinal tracking. The option to bring in earlier testing data may become available.

Requests Process

Different students with one STI (Split process)

Same student with two STIs (Merge Process)

This must be done with help from EIMS.

Call the Help desk to perform this resolution. See Resources on the VA EIMS web site.

There may be a “look-up” feature for enrollment. We want to be able to easily find their STI number --- and perhaps pull down their STI number. The enrollment question would be “have you ever been in a Virginia school?” All other states that have unique identifiers do have a “look-up” functionality ---- Pearson is being asked for this option.

Withdrawal date, entering date, and other SRC information may be incorporated in the future. The data will be as good as the last submission. Pearson encourages that we send files periodically, anytime a student comes in. **Do this on a regular basis.**

EIMS will require full uploads 3x/year. The next full upload to EIMS will occur on July 15 through September 15; however the division requested a shorter window, so DOE will reevaluate the timeframe.

See Resources on the VA EIMS web site for a list of Valid File Format for EIMS (option to the SRC upload).

Planned Enhancements into EIMS ---

MAY-

- EIMS Disagg Reports
- VA Disagg Tool (Excel)
- New Report Names
- Account Management may be available – see Resources on the VA EIMS web site for a copy of the Account Management Documentation.

JUNE

- EIMS Disagg Reports
- Transfer Report

JULY

- Alert Report/File Extract

The Alert Report will be generated for students who don't belong to you, or those who have been "claimed" by another school district.

Brainstorming Issues Session –

Data Integrity Group

- List of audit queries
- Data load frequently
- Match weight criteria
- Full middle name
- Duplicate Ids-SRC
- Audit Report requirements

Problem Solver Group

- Transfer students
- Student Resolution Report
- Upcoming Transfer Report
- List best practices
- Rollout report training

The two breakout session created a lot of ideas, which are consolidated below.

Work Package Title	WP Description
Remember place in Students to Resolve List.	When you are working through numbers of resolutions, the number of records for whom you need to obtain more information grows and hence the number of names which you have to skip over in the file increases. However, whenever you have the good fortune to come to a student you can actually resolve, it is most frustrating to find that after you hit the "ok" button, you are thrown back to the beginning of the file. You then have to page past all the records for whom you still do not have an answer and try to find where you left off. After resolving a student, we should be able to continue on at the point in the file where we did the last resolution. (Joan)
Remove verification Dialog	The redundant step of having to hit the "OK" button twice when we do a resolution is another aggravation, especially as the second "OK" appears to serve no purpose---at that point there is no turning back! (Joan and Laura R.)
Reporting School	I know that the problem of the serving division having to notify the responsible divisions to resolve their students is going away whenever you let the serving division see those students and do the resolution. I hope as part of that process you will also eliminate the responsible division seeing all the "file error" files that the serving division gets back after submitting new files. Since the responsible division cannot help the serving division in any way with their file errors, it would be nice if we did not see them at all. (Joan)
Show Middle Name in Resolution	<p>Please show the full middle name even if you only use the middle initial for the match process.(Joan and Data Integrity)</p> <p>Often times the same potential matching student is listed several times. It would help if the dups were removed, especially with the present matching criteria. (Why does this happen?)</p> <p>New match criteria is resulting in some strange potential matches! For all of the initial resolutions we found the vast majority of students were the same student. We very seldom clicked "new" student. Also, we always had a match on lname, fname, and birthdate, and most of the time on middle initial too. The one thing we needed to check was whether our student had ever attended the school listed for the potential match. Now, we are getting resolutions where the potential matches have lname, fname, and mi the same but birthdate is all over the map! (total is 44 falls into Needs Resolution)</p> <p>We have also seen fname, mi, and birthdate the same and lname different. (total is 44 also.) The latter should be an easy one, except for the fact that students do change their last name at times. Prior to this, if we had multiples, they were all duplicates. So far the most I have seen is 13 possible matches which included several with different birthdates and some dups. After a brief look at several students, my sense is that we will be clicking "new" more often. It is definitely going to take more time to look through the potential matches. (Joan)</p>
Match Historical Test Assessment Data	The optional capability to bring in earlier testing data to match with students.
Batch Upload of Students to Resolve	Mass acceptance for new kindergarteners – if there is a 1:1 match, so that there is just a checkmark acceptance. There are some PK students who already have numbers in some district.
Historical Transfer Report with additional SRC data	<p>What type of needs resolution information/ Where were the students last time, last two times? Forever? Where are they – Student status code, entry and withdrawal codes --- it would be nice to see their SRC record history – or their SRC history – to see if there was a SOA adjustment, any type of testing adjustment? Based on the tests that they've taken ---- based on the SRC upload, with there is a correlation or pull of the information screen how does that integrate with assessment type reports. What about the transferred situation?</p> <p>What are we looking for on a transfer student, what type of information would be important? Multiple needs and multiple in/out situations. If the students left the state, the dates would indicate that it wasn't an instate transfer. If a student enters from out of state, could capture the historical data --- the information from out of state hasn't been identified. They just pick up with the information. If you do have to have a filler, we may not have it available. For the principal who is a new administrator coming in, if someone was a 3rd grader, they left and then come back --- as a 5th grader ---- the withdrawal code should indicate the out of state coding. If this occurs over the summer to come and go, we wouldn't know this.</p> <p>Transfer report ---- If you knew where they were last year ---- if there was a tracking between W</p>

	and R enrollment history – the most recent enrollment history, there might be able to resolve the multiple enrollment situations. The most recent enrollment history would be helpful.
Additional SRC Data made available on a the Student Resolution Report	Resolution Report; would it be nice to have that withdrawal information helpful? With the demographic information --- this would be helpful to have – last enrollment information with enter & leave code. OR --- do you need to withdraw them. It would be nice to know if they were active and inactive from what school/district. When the inactives go up, they should be able to be identified in the Needs Resolution screen. If we have two active screens --- then you might question accepting the student. This may make it easier if more files were uploaded on a regular basis.
Alert Report	Alert Proposal Report modification Suggestion -Helpful to know --- who did the work, and who to call to make sure things would be resolved/solved.
STI Download Report - EIMS Match - EIMS New - User Match - User New	Also – what type of matching was determined: computerized, human, verified credits, etc. A report of all the records submitted with an indicator of which were automatically given STI, automatically matched and resolved by hand.
Portal or Login Page	Planned outages --- post them on the 1st login page, or a calendar
SPBQ	Add reporting category SDBQ.
No flashlights in DSS reports	When choosing subgroups in the Disaggregator report, it would be better if all options were listed in one parameter box and the user chooses more than one value. Then the tool could query the information in the correct order rather than requiring the user to make their three selections in a particular order.
Need to implement DSS Breadcrumbs for easy navigation.	Add a link back to DSS in addition to Home. Back function on all report pages.